



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, US ARMY GARRISON
2837 BOYD AVENUE
FORT HUACHUCA ARIZONA 85613-7001

ATZS-CDR (215)

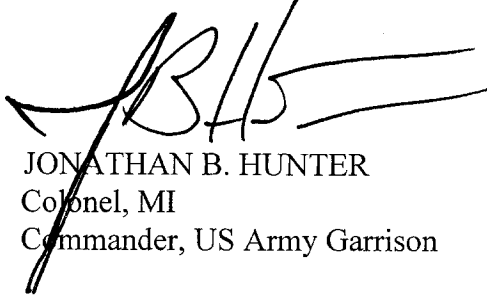
14 APR 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: POLICY 32 – Morale, Welfare, and Recreation (MWR) Patron and Access Card

1. This memorandum establishes policy and procedures for the MWR Patron and MWR Access Card. The purpose is to identify those individuals authorized to obtain such a card and to outline procedures for obtaining the card.
2. Eligible patrons for the MWR Patron Card are listed in Army Regulation 215-1, Morale, Welfare, and Recreation Activities and Nonappropriated Fund Instrumentalities, 28 June 2004, Chapter 6 - Morale, Welfare, and Recreation Patronage, Paragraph 6-1. Eligibility - Table 6-1 MWR Patronage Authorizations, pages 30-31 (Enclosed).
3. Eligible MWR patrons may sponsor guests in accordance with the Directorate of Morale, Welfare, and Recreation (DMWR) Guest Policy, provided the patron is 18 years of age or over and remains in the same area/activity/room while their guest(s) utilize the facility.
4. The MWR Patron Card will be valid for 1 year and is renewable if the individual is still an authorized patron. For contractors and their family members, the expiration date will be determined by the length of the contract. The MWR Patron Card is offered at no charge; however, if a Patron Card is lost, there is a \$5 replacement fee.
5. The MWR Patron Cards may be obtained at the Nonappropriated Fund (NAF) Human Resources Office, Auger Avenue, Building #22214. Please contact the staff at 533-5128 for directions.
6. The proponent for this policy is the NAF Human Resources Office, 3-5128.

Encl


JONATHAN B. HUNTER
Colonel, MI
Commander, US Army Garrison

ATZS-CDR

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Chapter 6

Morale, Welfare, and Recreation

Patronage

6-1. Eligibility

- a. MWR patronage authority and eligibility criteria are contained in table 6-1.
- b. Garrison commanders will ensure patrons are identified as authorized prior to using any MWR activity. AR 600-8-14 prescribes identification cards for active, retired, and reserve military personnel and their family members; DA civilian employees, including NAF civilian employees, both in CONUS and OCONUS, and family members only when assigned overseas; Red Cross personnel serving with the Armed Forces; Army contractor employees; foreign military and family members; and other authorized MWR patrons. Identification of Delayed Entry/Delayed Training Program recruits is by DD Form 4 /1 and 4/2 or 4/3 (Enlistment or Reenlistment Agreement-Armed Forces of the United States) and a picture ID card. A locally developed identification card will be used to identify individuals or groups of individuals who are granted access to MWR facilities per table 6-1 and who are not eligible for identification cards prescribed by AR 600-8-14.

6-2. Patronage requirements

- a. MWR programs are established primarily for active duty (AD) military personnel. AD personnel receive first priority for participation or use if space is limited. Ready and Selected Reserve members have the same priority as AD military personnel with regard to category C MWR activities only. Gray area retirees (retired reservists under age 60) have the same priority as regular Army retirees for use of category C MWR activities only. Neither the Ready, Selected, or Retired Reserve without pay have first priority for categories A and B MWR activities (10 USC 1065)(see definitions in the glossary for Ready, Selected, and Retired Military Personnel). Eligible family members may participate in MWR activities whether or not accompanied by the sponsor. Family members and guests of first priority patrons assume the same priority. All others have equal access after first priority patrons, on a first come basis, unless determined otherwise by the local commander.
- b. Guests must be accompanied by authorized patrons and may participate in MWR activities, purchase items incidental to participation, and consume food and beverages while on the premises. Otherwise, guests are not authorized resale purchases. Commanders (or delegates) will approve local rules governing the number of guests and the frequency of use at specific facilities.
- c. Patronage rules will be displayed at all MWR facilities.

d. Patronage privileges will be suspended, terminated, or denied if the garrison commander (or delegatee) determines it to be in the best interest of the activity, the program, the installation, or the Army. The commander has the authority and discretion to determine when and how such privileges will be affected. Abuses for which MWR privileges may be suspended or terminated by the commander (or delegatee) may include, but are not limited to, the following:

- (1) Using MWR facilities to make or repair items for personal gain.
- (2) Distributing merchandise purchased at an MWR activity to unauthorized persons, whether or not for a profit. (Using such items as gifts of a personal nature is permissible.)
- (3) Personally profiting from the use of MWR merchandise or services.
- (4) Stealing merchandise or other assets.
- (5) Presenting bad checks intentionally or repeatedly and failing to make restitution on dishonored checks or other indebtedness owed an MWR activity.

e. Investigative procedures into NAFI losses or misuse of the MWR privilege are described in this regulation and are used to determine revocation of MWR privileges. The length of revocation or total denial of MWR privileges are local decisions. AR 15-6 is used for more serious and formal investigations, as explained in chapter 13.

f. Military club membership and reciprocal patronage of military clubs are outlined in chapter 8.

g. Patronage of package beverage stores is per AR 60-20 /AFR 147-14.

h. Other individuals and local and State Governments may be given limited access under the following terms, in accordance with this and other applicable regulations:

- (1) Persons hunting and fishing on Army property where authorized under terms of Cooperative Plan Agreements for Conservation and Development of Fish and Wildlife Resources and those using other outdoor recreation facilities and activities under terms of established cooperative agreements.
- (2) Participants in or spectators at music and theater productions, sporting events, special events such as Volksmarches, and other MWR activities open to the local community to foster public relations, when their participation is an enhancement.
- (3) Local and State Government use of category A and B MWR activities with excess capacity under established Memorandums of Understanding (MOUs) or partnership agreements only where use is mutually beneficial to both the installation and the local community, use is otherwise in compliance with applicable law and regulations, and

there is no increased costs to the Army as a result of such use unless the agency/institution of the local and State Government subsidizes the additional costs.

i. Non-DOD organizations are authorized to use MWR facilities per DOD 5500.7-R, DODI 1000.15, and AR 600-29. This includes private organizations authorized to operate on an installation. Routine MWR patronage (programs, facilities, or services) by private organization members or potential members is not permitted unless they qualify as authorized patrons.

j. Conflicts between this chapter and any agreement between the United States and a foreign government are resolved in favor of the agreement.

Table 6-1. MWR patronage authorizations		
Category	Unlimited	Cat C
Active duty (AD) military personnel and families. Includes reservists called to AD and AD Coast Guard	X	
Members of the RC and families (includes Selected and Ready Reserve; National Guard, Delayed Entry/Delayed Training recruits; reservists on annual training) (see para 6-1)	X	
National Guard members and their families when the member, although not in Federal service, is called or ordered to duty in response to a Federally declared disaster during the period of such duty.	X	
Cadets of Armed Services Academies (USMA cadets have 1st priority at USMA); U.S. Merchant Marine Academy; and foreign civilians attending Service Academies	X	
Commissioned Corps of the Public Health Service and Commissioned Corps of National Oceanic and Atmospheric Administration and families	X	
Retired military (AD and RC) personnel and families (with or without pay)	X	
Veterans with 100% service-connected disability, honorably discharged ⁴	X	
Service members who are involuntarily separated from active duty and those separated under Transition Assistance Management Program, Special Separation Benefit Program, and Voluntary Separation Incentive Program for two years beginning on the date of separation. Period of separation is between 1 October 1990 and 31 December 2001.	X	
Medal of Honor recipients ⁴	X	
Un-remarried surviving spouses (and families) of military personnel who died while on AD or in retired status ⁴	X	
Un-remarried former spouses (and other family members) who were	X	

married to the military member for at least 20 years while the military member was on AD		
Orphans of military members, when not adopted by new parents, under 21 years of age (or over if not capable of supporting themselves, or 23 years of age if they are in full-time study)	X	
U.S. DOD APF/NAF employees (includes AAFES and Coast Guard civilians) and families stationed outside the U.S.	X	
U.S. DOD APF/NAF civilian employees (includes AAFES and Coast Guard civilians) and retired civilian employees and families in the U.S.	X ¹	
Local national or host country DOD civilian employees and families at the discretion of the overseas commander, provided space is available and subject to host country agreements	X ¹	
U.S. Federal employees when assigned in areas outside the U.S.	X	
Non-DOD Federal employees working on the installation	X ¹	
Department of Interior civilian employees at Kilauea Military Camp (KMC) may use KMC MWR facilities, only	X	
Medical personnel under contract to the Army during periods they are residing on the installation	X	
Military personnel of foreign nations and their families when on orders from the U.S. Armed Forces, or in overseas areas when the overseas commander grants privileges in the best interest of the U.S.	X	
Paid members of the American Red Cross, United Service Organization, and other POs as authorized by DOD issuances, when assigned to U.S. Armed Forces outside the U.S.	X	
U.S. employees of firms under contract to DOD working on the installation, assigned outside the U.S.	X	
Individuals who have distinguished themselves in direct association with or in support of the Army (may include foreign nationals overseas) ⁴	X ¹	
ROTC cadets when participating in field training	X ¹	
Former POWs and spouses of POWs and service members missing in action and their family members ⁴	X ¹	
DOD contractor employees or technical representatives whose preponderance of work is for the installation; employees of military banking facilities and credit unions working full time on the installation concerned	X ¹	
Foster children of military personnel, exchange students residing with families of military personnel who are their sponsors, and "au pairs" residing with families of military personnel	X ²	
Leaders in the local community designated by the garrison commander	X ¹	

and re-certified annually		
Members of the general public at MWR infrequent/open events, at garrison commander's discretion	X ^{1/3}	
Members of the general public on a continual basis subject to criteria below. Does not apply to MWR bingo programs. Approval required from ASA(M&RA). Documentation is submitted to USACFSC (ATTN: CFSC-SP), 4700 King Street, Alexandria, VA 22302-4419.		X ^{1/3}
Notes: 1. Based on local demand and capacity and at garrison commander discretion; purchase of food, beverages, and tobacco for on-premises consumption only; purchase of merchandise incidental to MWR participation. (APF and NAF personnel employed by MWR programs and their family members may purchase resale merchandise and services, without restrictions, from MWR program resale operations (not exchanges).) 2. Does not include childcare facilities or military exchanges. 3. Subject to criteria — a. Adequacy of facilities and underutilized. b. Written agreements from local Government officials, other appropriate community leaders indicating they have no objections to expanded use of military MWR programs, and there is no opposition from the local business or local Government community. c. Beneficial to military members/civilians in the community. d. No conflict exists as determined by the local SJA with Federal, State, local laws, or international agreements. 4. Club membership dues may or may not be charged, at garrison commander's discretion		